## **Land Information Council Meeting Minutes, July 11, 2014**

Members Present:

Dianne Bell, Ted Dumke, Joyce Fiacco, Patti Hilker, Chris Planasch, Harold

Johnson, Larry Bischoff

Also Present:

Scott Smith

Excused:

Pat Ninmann

The Dodge County Land Information Council meeting was called to order by Vice-Chair Patti Hilker at 10:10 A.M. in Room 1A, Dodge County Administration Building, 127 E. Oak Street, Juneau, Wisconsin. Roll call was taken. It was confirmed that requirements of Wisconsin's Open Meetings law had been met.

Bischoff motioned, second by Bell, to approve minutes from the Friday, August 09, 2013 meeting. Motion to approve the minutes carried.

Harold Johnson, County Board Supervisor, Larry Bischoff, County Board Supervisor and Ted Dumke, Dodge County Senior Land Surveyor, were welcomed as new Council members. Appointments to the Land Information Council were made by Russell Kottke, Dodge County Board of Supervisor's Chairman, at May 20, 2014 County Board meeting.

Fiacco nominated Hilker as Chair; second by Planasch. Bischoff moved to close nominations, second by Johnson to cast a unanimous ballot for Hilker. Motion carried. Patti Hilker will serve as Council Chair.

Fiacco nominated Bell as Vice-Chair; second by Hilker. Bischoff moved to close nominations, second by Planasch to cast a unanimous ballot for Bell. Motion carried. Dianne Bell will serve as Council Vice-Chair.

Bell nominated Fiacco as Secretary, second by Planasch. Bischoff moved to close nominations, second by Johnson to cast a unanimous ballot for Fiacco. Motion carried. Joyce Fiacco will serve as Council Secretary.

Fiacco presented a summary of the 2013 Wisconsin Land Information Program (WLIP). She had several copies available of the 33-page annual report for review and provided the members with the link (<a href="http://www.doa.state.wi.us/Documents/DIR/Land\_Information/Land\_Information/2013\_WLIP\_Report\_1.25.13.pdf">http://www.doa.state.wi.us/Documents/DIR/Land\_Information/Land\_Information/2013\_WLIP\_Report\_1.25.13.pdf</a>). She distributed a document summarizing the impact of Act 20, the state's biennial budget enacted July 1, 2014 which had a significant impact on WLIP funding including a segregation of these funds so they don't lapse from this intended use, raised the base-budget grant to \$100,000 from \$50,000 and raised the Training and Education grant from \$300 per county to \$1000.

Fiacco presented a summary of Wisconsin Land Information Program (WLIP) retained fee/grant revenues for Dodge County from establishment of the original Program October 1, 1990 through June 30, 2014. She reported on the amounts available in continuing fund balances and balance changes in 2013 for the land information office, public access and copy/plot/scan equipment business units (BU 811, 813, 814 respectively). She distributed a chart illustrating how much each county received from the WLIP in 2012. No council action was required.

Fiacco distributed and presented the 2013 County Retained Fee/Grant Report required from the Land Information Officer by the DOA annually (June 30<sup>th</sup>). The report presented grant awards (\$300) and the

amount of retained fees collected from January 1 – December 31, 2013 (\$120,424), a brief narrative of 2013 Land Information Activities, a report detailing activities/spending amounts for specific land info spending categories including project description, Land Info Plan citations by page number, Unit Cost and Total Cost for each land info category, total amount spent in Calendar 2013 (\$72,016). She also distributed a copy of the 2012 County Retained Fee/Grant Report as comparison. No council action was required.

Fiacco distributed a handout indicating status of 2014 requests fulfilled to date:

- Purchased Robotic total station for Sheriff's Department Crash/Crime Investigation Team;
- Purchased Robotic total station for survey office;
- Purchased Laptop computer for Land Conservation Department field use;
- Completed Imaging project for Property Description Office;
- Completed Imaging project for Treasurer's Office (historic tax bills and rolls);
- Purchase of Tablets for Code staff and Survey for field use;
- Purchase of new wide-format graphics plotter (HP Z6200) with PostScript
- On-going support of CAD and GIS software, Land Records Search Tool (LRST), GIS Web Mapping application, RTK-GPS equipment, and shared scanning station.

Fiacco requested input on projects/items that council members would like to see included in the 2015 Budget. She presented a list of IT Requests the Land Information Office had already submitted to IT. the list included: maintenance, upgrades and enhancements for the Land Records Search Tool (LRST) and GIS mapping tool, GIS and CAD software, hardware and software for the shared scanning station; graphics plotter maintenance, handheld GPS, 5-replacement monitors, desktop scanner, maintenance for GPS and Robotic Total Stations (Sheriff's Department and Survey), and an integrated land information management system with conversion support (assessment/tax/permitting/internet). She also plans to request funding for professional services to develop an address management system and master address repository to support multiple uses and users. Fiacco is also proposing two interns be supported using WLIP funds; refunding of the imaging intern hired in 2014 to help convert parcel permit files for Code Administration and a GIS intern to help with a proposed addressing project. She requested a recommendation from the Council to the County Administrator in support of including these items in the 2015 Budget following discussion. The consensus of the council was to make that recommendation.

Fiacco presented two Capital Improvement Program (CIP) 2015-2019 submittals including acquisition of updated high resolution countywide digital orthophotography and updated LiDAR (elevation) data in 2017 and acquisition, conversion and implementation in 2015 of an integrated land information management solution (LIMS) to support property assessment, tax billing/collection, code permitting/enforcement and internet access. No council action was required.

Fiacco motioned, second by Planasch to adjourn the meeting. The meeting was adjourned at 10:56 A.M. The next Land Council meeting was not set and would be determined upon need.

Respectfully submitted,

Joyce A. Fiacco
Land Information Council Secretary

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.